



THE KING'S HOSPITAL  
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**Leaving Certificate Foundation Year  
Work Experience Programme  
(Placements outside the European Union)**

This Programme is part of the Leaving Certificate Foundation Year, following the Junior Certificate and serving as a foundation for the Leaving Certificate. One of its important aims is to introduce the students to the world of work and various career options armed with knowledge and experience. It is hoped that they can then embark on the Leaving Certificate course with a greater sense of purpose and direction.

Our Leaving Certificate Foundation Year students are encouraged to look for work experience in areas which interest them and in which they may eventually make their career. The experience will be worthwhile in terms of the knowledge gained of the world of work, new skills, time keeping and punctuality, developing social skills with other employees and the employer etc.

We would request that the pupils be treated, as far as possible, as a new employee, subject to the normal conditions and hours of work for someone their age. Where possible, we would ask they be given real work to perform, with regard to their capabilities. We have been advised that only 'work shadowing' and 'observing' are acceptable in hazardous situations. **In line with recent legislation, it is the policy of the school that no student on work experience is to be left unsupervised in the presence of minors. If this situation may occur, please advise the school at least twelve weeks before placement is due to commence, to facilitate the necessary Garda Vetting as required by legislation.** Students do not receive pay in respect of their time on work experience.

In the case of employers who provide opportunities for work experience for our students, they are normally indemnified by their own insurance policies. It should be noted that the School's Insurance Company **cannot extend its policy to provide cover for students working outside the European Union.**

We would be very grateful if you would consider 'employing' our student for their Work Experience. If you require any further information please contact me at the school or by email: [orlacummins@gmail.com](mailto:orlacummins@gmail.com).

Your support for this programme is much appreciated by the School.

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Orla Cummins  
Co-ordinator